

*If you are using a printed copy of this procedure, and not the on-screen version, then you **MUST** make sure the dates at the bottom of the printed copy and the on-screen version match. The on-screen version of the Collider-Accelerator Department Procedure is the Official Version. Hard copies of all signed, official, C-A Operating Procedures are kept on file in the C-A ESHQ Training Office, Bldg. 911A.*

C-A OPERATIONS PROCEDURES MANUAL

ATTACHMENT

9.1.2.b RSC Check-off List Change Control Form (CCF)

C-A-OPM Procedures in which this Attachment is used.		
9.1.2		

Hand Processed Changes

<u>HPC No.</u>	<u>Date</u>	<u>Page Nos.</u>	<u>Initials</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Approved: _____ ***Signature on File*** _____
 Collider-Accelerator Department Chairman Date

D. Beavis

RSC Check-off List Change Control Form (CCF)

Check-off List Title: _____

Initiator: _____

Date: _____

Notes: (1) The RSC Chair shall approve any changes to completed, active, check-off lists, and designate other approvals, personnel, to be informed of the change, and the individual selected to verify that the change is implemented. He shall also document any beam limitations as a result of the change.

(2) The MCR shall coordinate these approvals, and disseminate information to designated personnel prior to implementing the change and modifying operations to the affected area as described below.

Description of Change

(include original checklist item number(s), if applicable) _____ **Verified by/date/time**

Change Approved: _____
RSC Chair Date

Other Approvals (as determined by the RSC Chair):

Personnel to be informed of Change(as determined by the RSC Chair):

RSC Checklist Change Implemented:

Operations Coordinator Time Date

¹Place in RSC Check-off List Binder at the front of the affected check-off list.